

Cleveland Metroparks Ranger Department

Meeting Title	Administrative Staff Meeting	Start Time	09:30
		Stop Time	10:30
Date	January 9, 2019	Place	HQ Conference Room

PERSONS ATTENDING

1	Chief Dolan	2	Captain Butler
3	Captain McDowell	4	Captain Svoboda
5	Lt. Bartley	6	Lt. Hayner
7	Lt. Schabitzer	8	Lt. Sylvis
9	Sgt. Bader	10	Sgt. Gibson
11	Sgt. McNally	12	Meghan Thrasher
13	Renae Truelson	14	

ITEMS DISCUSSED

Chief Dolan:

Discussion Items:

- Captain Victor McDowell returned from the FBI Academy, is returning to Field Operations but will no longer oversee the hiring process.
- Lt. Walker officially retired, as of January 3, 2019. Interim Lieutenant Rees will continue in this roll until a new lieutenant is selected.
- All radios have been reprogrammed and tuned by MARCS. This month we will begin getting ready for the dispatch upgrade and overhaul.
- We have one ranger and a dispatcher in background checks. We should be moving on to PRADCO this week. Depending on the timeline we foresee them both being in February on boarding.
- Applications are in place for our canine bomb handler and interviews in the coming week. Candidates will then train with BARK before being selected. Puppy should be born in February and we should have the dog by end of April.
- The new schedule for dispatcher and rangers goes into effect January 13th.
- January 21, 2019 attendance policy goes into place for all rangers, sergeants, dispatchers.
- Deer detail – starts January 22, 2019. Sgt. Endres leading the detail. Auxiliary officers will be used for secondary locations (i.e. bridal paths, APT trails, parking lots).
- Community outreach is continuing and with a couple classroom visits. We invited a family up from 2 hours away for our holiday party to meet rangers and a high school student spent a couple hours with Det. Valente for a class project.
- We will be posting for two ranger positions early January and then will be fully staffed for the full time ranger position.

Training for 2019:

- In Service Training begins in January. We will be doing SFST update, and first aid.
- Alice Training – January 11th. A good amount of the park employees have gone through the classroom section. Working on scheduling the scenario portion.
- We will be looking to send at least two rangers through field training officer training.

Marketing:

- First revision of Rangers Video/YouTube (Version I/Deadline for Staff Meeting - 1/9/19).
- Working on transitioning police vs ranger name change for 2021 (future reviews w/Marketing/VisCom/price)
- Rangers/Toboggan Event - well attended.

Legal:

- Meeting with Legal department regarding monitored speed for bikes/cars.
- CCW Class for all Chiefs/Park District to begin 2019

Captain Butler:

Work Plan Progress:

- Bid is complete, new forms for uniforms – please fill out as instructed.
 - Old uniforms need to be returned when replaced.
 - Inventory sheet to back up items returned (including spare batteries)
 - Be discerning to requests, not everything needs to be filled.
- 2**
 - Supervisors - quitting protocols
 - Drop off belongings to Captain Butler/Chief Dolan (call/witness)
 - Looking for community outreach events for January-March.
 - We have an idea for Spring which Mike and I are working on.
 - The job posting is going back up, we should be looking to fill about 4 positions to be at full staffing levels.
 - Sending Ranger video out
 - Facebook and Twitter

3	<p><u>Captain McDowell:</u> Work Plan Progress:</p> <ul style="list-style-type: none"> From January 1, 2018 – December 31, 2018, there were two pursuits initiated. Both occurred in the Northern District. This is consistent with last year's numbers. (CALEA 41.2.2) There were seventeen use of force incidents. Compared to 2017, this represents a 32% decrease in use of force incidents. The reduction in less-than-lethal use of force incidents is widely contributed to our policies, training, data collection, and oversight. (CALEA 1.3.13) <p>Discussion Items: On Friday, December 14, 2018, I graduated from the FBI National Academy in Quantico, VA. I received ten-weeks of training and education in executive leadership, police and media relations, effective communication, and best practices in law enforcement. My academy experience also included rigorous physical training, which culminated with a 6.1 mile Marine Corps endurance course nicknamed "The Yellow Brick Road."</p> <p>Information Only Items:</p> <ul style="list-style-type: none"> January 30, 2019, I'm speaking at the CMEA Managers meeting on the Ranger Department updates. March 20, 2019, I'm speaking at the Combined Managers meeting on the Ranger Department updates.
4	<p><u>Captain Svoboda: (Passed)</u></p>
5	<p><u>Lt. Bartley:</u> Discussion Items:</p> <ul style="list-style-type: none"> Edgewater Live stats from Auxiliary David Michl: <ul style="list-style-type: none"> Cars parked 17, 642 Two highest numbers were - July 12th, 2741 and June 28th, 2740 Other stats from Edgewater events during 2018: <ul style="list-style-type: none"> July 4th, 5026 Taste on the Lake (day 1, 1886) & day 2, 1938) Labor Day Weekend/Air Show (day 1, 2791, day 2, 5330, day 3, 5916) Total: 14037 Neo Cycle (The event was only one day this year, Saturday 480) Ride the Beach, 280 <p>Information Only Items:</p> <ul style="list-style-type: none"> The Progressive Lot parking agreement between Cleveland Metroparks and Gateway Economic Development for the use of the parking lot starting January 1, 2019, through February 2, 2019 is in effect. <ul style="list-style-type: none"> Cleveland Indians employees, guests, or invitees can park in any of the 91 spaces Monday through Friday. They are not required to pay to park. Saturday and Sunday is open to the public The four reserved parking spots for Cleveland FD are still accessible throughout this agreement. The Indians cannot store any material or equipment in the parking lot. Park staff will still maintain the area. No USA Triathlon in 2020, but the organization is looking at hosting the 2020 Duathlon Nationals at Edgewater. They will be on-site in the Spring to access the area for this. It typically draws close to 1500 participants. <p>Schedule:</p> <ul style="list-style-type: none"> Polar Bear Plunge at Edgewater is scheduled for February 23rd.
6	<p><u>Lt. Hayner:</u> Work Plan Progress:</p> <ul style="list-style-type: none"> Determining a list and obtaining prices for departmental shotgun rebuilds. Discussions have begun for the upcoming SORAT class in Spring 2019. I will be meeting with my new shift in the next couple weeks to communicate expectations. <p>Case/Incident Management Updates:</p> <ul style="list-style-type: none"> 19-0138 – Sgt. Gibson assisted CPD with a missing male by searching Pensacola and Memphis Picnic Area. <ul style="list-style-type: none"> Nothing was found. <p>Information Only Items:</p> <ul style="list-style-type: none"> Wildlife Management will begin on January 21, 2019.
7	<p><u>Lt. Schabitzer:</u> Work Plan Progress:</p> <ul style="list-style-type: none"> OLEIS Update did not load properly for 2019 OH-1 crash report forms. Ohio support desk notified- Leland Barnes notified to work with state support desk CALEA- make sure 2019 reports are completed on time 1/22/19 Annual Watermanship test for SERT/ Dive Team Members Will be posting for an additional diver soon
8	<p><u>Lt. Sylvis: (Passed)</u></p>
9	<p><u>Sgt. Bader:</u> Work Plan Progress:</p> <ul style="list-style-type: none"> Three background checks in various stages of completion, two FT rangers, one FT dispatcher <p>Case Incident/Management Update:</p> <ul style="list-style-type: none"> 17-7428 Sexual Assault – currently in trial 18-5230 – Sexual Assault (Hinckley) – final interview with victim pending

	<ul style="list-style-type: none"> 19-0020 – Death (Lewis Rd) – apparent suicide <p>Discussion Items:</p> <ul style="list-style-type: none"> Jay Becker, DetectaChem MobileDetect test kit system. Free use for devices. List of police departments using this including Berea.
10	<p><u>Sgt. Gibson:</u></p> <p>Work Plan Progress:</p> <ul style="list-style-type: none"> Working with Zoo Guest Svs. on Zoo Drill scheduled for 2019. Ranger Dept to conduct 2-3 of the monthly drills. Meeting with ZLT (Zoo Leadership Team) scheduled to discuss ways to improve guests experience relating to safety and security. Previous Ranger Dept I/S consisting of Jail Updates, Use of Force Liability and Scenario Training is complete and well received. Upcoming I/S will focus on close quarters tactics and action vs reaction. P/O's in training are doing well. Preparations for the new P/O's training are in process. <p>Case Incident/Management Update:</p> <ul style="list-style-type: none"> 19-0138 Assist OS Agency: Missing male from Cleveland. As the search by CPD has spread to our jurisdiction, I met with the officer working the case. The male has attempted suicide in the past and has a history of depression. Additionally, the male was arrested in 2010 at Memphis Picnic area. A search of the area surrounding the Zoo and Memphis was conducted by Ranger personnel. CPD searched some of Zone I with a private K9 search team previously on January 6, 2019. <p>Discussion Items:</p> <ul style="list-style-type: none"> Consider sending the Critical First Aid Instructors to the Red Cross First Aid Instructor Training vs relying on the Aquatics Division. Currently, we do not train the new hires on this skill and these could easily be incorporated with Critical First Aid and trained on more frequently such as range days, heavy days, etc. Rangers Ballinger and Schneider are at Instructional Skills the next 2 weeks. I am scheduled for SBTI in February. <p>Information Only Items:</p> <ul style="list-style-type: none"> Two CEW's were sent to Axon, one with a critical fault leaving us 4 in supply. <p>Schedule:</p> <ul style="list-style-type: none"> Noon Years Eve on December 31, 2018 at the Zoo was lightly attended and no issues.
11	<p><u>Sgt. McNally:</u></p> <p>Work Plan Progress:</p> <ul style="list-style-type: none"> Continued training of Ranger Vale. Assisting Volunteer Services with an internship participant, Keaton Jones (current student at Kent for Park Management) and has extensive equine experience. <p>Case Incident/Management Update:</p> <ul style="list-style-type: none"> Patrol Zone D (Dog off Leash) <p>Information Only Items:</p> <ul style="list-style-type: none"> R14 returned from Medical Leave (12/26/18) R51 Light Duty with follow up (1/9/19)
12	<p><u>Meghan Thrasher:</u></p> <p>Work Plan Progress:</p> <ul style="list-style-type: none"> New envelopes being put into place to help pass the mail. Starting to pull records for destruction for 2019 according to RC2.
1 3	<p><u>Renae Truelson:</u></p> <p>Work Plan Progress:</p> <ul style="list-style-type: none"> Payroll Templates updated (PE 1/19/19 – need information for any changes) for new hires and resignations. Training registrations are increasing. <ul style="list-style-type: none"> Reminder on cancellations/changes/notifications Registrations made by an officer due to requirements, will need to notify me prior to CTC preparations. Phone call and emails from Ranger personnel regarding registered/denied training, will be directed back to Lieutenants.

NEXT MEETING

2019 Ranger Department Staff Meetings:

- ❖ Wednesday, March 6
- ❖ Wednesday, April 10
- ❖ Wednesday, May 8
- ❖ Wednesday, June 5
- ❖ Wednesday, July 10
- ❖ Wednesday, August 7
- ❖ Wednesday, September 11
- ❖ Wednesday, November 6
- ❖ Wednesday, December 11